

REGULAR WEEKLY SESSION---ROANOKE CITY COUNCIL

SEPTEMBER 2, 2003

9:00 a.m.

The Council of the City of Roanoke met in regular session on Tuesday, September 2, 2003, at 9:00 a.m., the regular meeting hour, in the Emergency Operations Center Conference Room, Room 159, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, Virginia, with Mayor Ralph K. Smith presiding, pursuant to Chapter 2, Administration, Article II, City Council, Section 2-15, Rules of Procedure, Rule 1, Regular Meetings, Code of the City of Roanoke (1979), as amended. and pursuant to Resolution No. 36193-010603 adopted by the Council on January 6, 2003.

PRESENT: Council Members William D. Bestpitch, M. Rupert Cutler, Beverly T. Fitzpatrick, Jr., Linda F. Wyatt and Mayor Ralph K. Smith-----5.

ABSENT: Council Members C. Nelson Harris and Alfred T. Dowe, Jr.-----2.

OFFICERS PRESENT: Darlene L. Burcham, City Manager; William M. Hackworth, City Attorney; Jesse A. Hall, Director of Finance; and Mary F. Parker, City Clerk.

COMMITTEES-CITY COUNCIL: A communication from Mayor Ralph K. Smith requesting that Council convene in a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended, was before the body.

Mr. Bestpitch moved that Council concur in the request of the Mayor to convene in Closed Meeting as above described. The motion was seconded by Mr. Cutler and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler Fitzpatrick, Wyatt, and Mayor Smith-----5.

NAYS: None-----0.

(Council Members Dowe and Harris were absent.)

CITY PROPERTY-CITY COUNCIL: A communication from the City Manager requesting that Council convene in a Closed Meeting to discuss acquisition of real property for a public purpose, where discussion in open meeting would adversely effect the bargaining position or negotiating strategy of the City, pursuant to Section 2.2-3711(A)(3), Code of Virginia (1950) as amended.

Mr. Bestpitch moved that Council concur in the request of the City Manager to convene in Closed Meeting as above described. The motion was seconded by Mr. Cutler and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Fitzpatrick, Wyatt and Mayor Smith-----5.

NAYS: None-----0.

(Council Members Dowe and Harris were absent.)

A joint meeting of Council and the Roanoke City School Board convened at 9:05 a.m., in the Emergency Operations Center Conference Room, Room 159, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., with Mayor Ralph K. Smith and Chairperson Gloria P. Manns presiding.

All Council Members were in attendance.

(Vice-Mayor Harris and Council Member Dowe arrived late.)

SCHOOL TRUSTEES PRESENT: William H. Lindsey, Melinda J. Payne (arrived late), Kathy G. Stockburger, Ruth C. Willson, and Gloria P. Manns, Chair.

ABSENT: Robert Sparrow and David R. Trinkle.

OFFICERS PRESENT: Darlene L. Burcham, City Manager; William M. Hackworth, City Attorney; Jesse A. Hall, Director of Finance; Mary F. Parker, City Clerk; E. Wayne Harris, Superintendent of Schools; and Cindy Lee, Clerk, Roanoke City School Board.

LEGISLATION-COUNCIL-SCHOOLS:

Coordination of 2004 Legislative Agenda:

The City Attorney advised that:

***The 2004 Legislative Program will combine both the Council's and the School Board's legislative agenda, which will be presented to area legislators at a luncheon meeting on Monday, December 2, 2003.**

***Council will receive a final draft of the 2004 Legislative Program for review on November 3, 2003 and Council will be requested to act on the Program at its meeting on Monday, November 17, 2003.**

***Community input was solicited last year with mailings to approximately 60 neighborhood, employee and business groups, Chambers of Commerce, etc.; however, the response was not overwhelming.**

***It is believed that tax reform/restructuring will be a big issue for the Virginia General Assembly in 2004.**

Mr. Bestpitch, Chair, Legislative Committee, advised that:

***Legislative Committee meetings are proposed for Monday, October 6 and Monday, November 3, 2003, with additional meetings to be scheduled as needed.**

***Council Members and School Trustees will be provided with copy of suggestions submitted to date by Council and City staff for inclusion in the Legislative Program, with any additional items to be submitted to the City Attorney, or the Chair of the Legislative Committee, as soon as possible.**

***Rather than mailing a large volume of material, it would be more cost effective to summarize legislative items, with a cover letter advising that persons desiring more information should contact the City Attorney's Office.**

The City Manager advised that it has been the City's practice for the last two years to adopt the Virginia First Cities Coalition agenda as a part of the City of Roanoke's Legislative Program; the number one priority of the First Cities Coalition is educational funding; materials will be available in the near future from the First Cities Coalition that localities and others are encouraged to use as candidates for the Virginia General Assembly are interviewed regarding their position on education.

Chairperson Manns advised that the Legislative Program of the Schools will be adopted on November 13, 2003, following meetings of those School districts that are represented in the Schools Consortium, which is composed of 13 school districts in Virginia.

Superintendent Harris advised that:

***The School Boards Consortium started as an initiative in the Roanoke Valley and spread to 13 school districts that currently make up the Southwest Virginia School Boards Consortium.**

***School Boards have reviewed funding for construction and combined the total cost of construction needs for the initial five to six districts that joined the Consortium and other school districts have followed.**

***Construction costs across the State are a common issue and the mission of the Schools Consortium has broadened to address a specific statement with regard to funding. If the Standards of Quality (SOQ) are fully funded, school systems will recoup the money they are spending out of their operating budgets for construction, and the JLARC study has clearly pointed out that the State has been under funding the SOQ by 50 - 55 per cent.**

***The goal of the School Consortium is to create an awareness and a grass roots effort to ensure that schools are adequately funded in order to demonstrate the type of progress that is necessary for Roanoke's students.**

The City Manager advised that:

***There should be a single-prong of attack relative to educational funding, and the Virginia First Cities Coalition has advocated more funding for education, which is specifically tied to the JLARC recommendation.**

***The School Boards Consortium should be encouraged to give more focus to the JLARC recommendation than funding for capital improvements, which will be an uphill battle inasmuch as the State has not agreed to be involved in capital improvements funding.**

***The JLARC study points out that the State is significantly under funding education, and if localities are successful in pursuing the JLARC recommendation, more money would be available for other purposes.**

Council Member Wyatt advised that:

***At a recent meeting of the Virginia Municipal League Education Policy Committee, it was pointed out that over \$350 million in Standards of Quality are unfunded.**

***A concern of the VML is that the State will take money from other programs that impact cities like Roanoke and shift the money in order to fund the Standards of Quality; therefore, the issue should be addressed in the City's 2004 Legislative Program.**

The City Manager advised that it was her understanding that the Federal Government is not providing an adequate level of funding for special education in the School system, and inquired if that continues to be a problem. She stated that Council will meet with Congressman Bob Goodlatte later in the day, and she would be willing to address the issue at that time.

Superintendent Harris responded that special education funding is still woefully under funded and well below the threshold authorized by Congress, which is somewhere in the range of 20 per cent.

Dr. Harris was requested to provide a dollar amount before the 12:00 noon meeting with Congressman Goodlatte.

PROCUREMENT CODE/PURCHASING:

Opportunities for joint purchasing:

The Director of Finance advised that one of the processes used for procurement is to accept the State's contract for certain goods and services, which is also followed by the School system.

(Vice-Mayor Harris and Council Member Dowe entered the meeting).

The City Manager advised that:

*There are occasions when the City can accept bids under the State's contract and while the State's contract is available as an opportunity to evaluate good bench marking, the City has found that it can under cut the State contract in some instances.

*No joint purchasing currently exists between the City and the School system.

*Discussion has taken place with regard to merging certain administrative functions into a more efficient operation and she has discussed with the Superintendent of Schools the opportunity for City and School staffs to work together on health insurance which might be an area where the two entities could combine need and demand in order to get a better rate in the future.

Mr. Fitzpatrick requested that the staffs of the City and the Schools discuss the benefits of joint purchasing, whether it be for automobiles or textbooks, etc.

Superintendent Harris advised that Roanoke City works with other school districts with regard to joint purchasing of supplies; and discussions in the past between the City of Roanoke, the City of Salem and Roanoke County led to the formation of a Consortium to address the purchasing of health insurance in a effort to lower insurance premiums.

The City Manager advised that she has proposed to Dr. Harris that the two entities work together to determine what might be avenues for a pooled kind of approach for health insurance for City and School employees; the challenge is that the School system operates on a different annual cycle, benefits are different among the two entities, and the School Board pays significantly more as a contribution

toward health insurance for school employees than does the City; therefore, numerous variables must be considered. She added that Council has also inquired about other opportunities for joint purchasing and the two staffs will study the matter and report to Council by the end of the calendar year.

At this point, Ms. Payne entered the meeting.

POLICE DEPARTMENT:

School Safety/Update On School Discipline Task Force:

Ms. Stockburger, Member of the organizing group, advised that:

*The group held its first meeting on August 21, 2003, to discuss its charge by Council and the School Board.

*Discussion took place as to whether the group should be called an organizing committee to review the appointment of a task force.

*Two basic objectives were discussed: (1) What is the role of the School Resource Officer? (2) Is there a common definition of safety – is it necessary to come to some fundamental understanding of the issue of consistency in school discipline, and are the practices that are currently in place significant enough to address the student who is not going through the judicial system, but is disruptive in the classroom?

*Discussion among the group centered around bringing the judicial piece into the conversation and the fact that many of the disruptive students are not and do not belong in the court system, but at the same time something needs to be done; and classroom teachers need to be supported by the School administration and by principals.

*The process itself was a topic of discussion and some members of the group favor facilitators who will help to coordinate the process so as to reach agreed upon outcomes.

*The group discussed a few non-negotiables, the major one being that any facilitator must attend all meetings and be able to communicate with the task force in both written and oral form.

***The group was given a charge to complete the process by the end of the calendar year, therefore, it is proposed to have significant information available for the Council/School Board work session on November 21, 2003.**

***The second largest responsibility will be a determination on how the Task Force will be appointed – will it be a combination of self-selection, or representatives from groups, including groups outside of stakeholders such as Parent-Teacher Associations, parents, etc.**

***The goal is to keep the number workable, but not to exclude any person who might wish to participate.**

***A decision will need to be made at some point as to whether the group will be ongoing on a small scale.**

Mr. Bestpitch suggested that the group not only consider providing support for teachers, but training as well, because it appears that the School system is faced with more and more challenging young people, and teachers could benefit from additional training on how to manage some of the more difficult students who may not be to the point of being involved in the juvenile justice system, but are in need of some type of intervention; and the last message that should be conveyed to students is that no one has any control within a classroom if a police officer is not present.

Superintendent Harris was requested to comment on his proposed “Round Table”; whereupon, he advised that:

***The goal is to create what is referred to as the “Superintendent’s Round Table on Quality Education” by the end of September, 2003.**

***A facilitator will be announced within approximately seven days, who should be a person other than school staff or a volunteer.**

***The purpose of the Round Table is to engage in a discussion regarding quality education from the perspective of parents, guardians and leaders in the community. What does a quality education in the Roanoke City Public Schools look like from the perspective of instruction, achievement and academics? What does a quality education look like from the perspective of school safety, discipline and orderliness? What does school safety look like from the perspective of parent and community involvement?**

***The "Round Table" has generated considerable interest by persons in the community who would like to serve. Kick off for the "Round Table" is proposed for October 1, 2003, with 60 - 75 persons considered to be a workable group.**

***It is hoped that the end product will be those indicators that have been identified and agreed upon to provide quality education for those students who attend Roanoke City Public Schools.**

***A report will be submitted to the School Board in April 2004, to be included in the Board's priorities, with action steps to be implemented by the School administration.**

***Separate, but a part of the study, will be student input from the high schools, as well as employee input, to determine if there is a congruence between those indicators from the community and those from School Board employees.**

SCHOOLS:

Update on Career and Technical Education in the High School Upgrade Plans:

Council Member Cutler advised that graphics planning for the new high schools refer to the liberal arts side of the program, and it is hoped that the same amount of attention will be given to career and technical education facilities as will be given to other college preparatory type programs.

Superintendent Harris advised that:

***The two firms conducting the high school facilities study recommended that because Gibboney and Lawson Halls were in such good condition and space was flexible to provide programs, the two facilities should continue to be used, but there would be a need for upgrade and improvements which are incorporated into the overall plan.**

***Gibboney and Lawson Halls are adaptable to programs that require large open spaces.**

***The new heating and ventilation systems have been incorporated into the plan and have been completed at Gibboney Hall.**

***Once the upgrade at the first high school is completed, Gibboney Hall will be some distance away, and closer access to the main academic building has been incorporated into the master plan to provide for direct access.**

***The architect is working with the appropriate School official on a master plan for each facility that will focus on a certain amount of revamping of the traditional career and technical plans with new equipment and facilities.**

***Some of the programs to be provided in the upgraded facility will include automotive, culinary arts, cosmetology, manufacturing technology, etc.**

Update on the Present and Projected Future Status of Blue Ridge Technical Academy:

Superintendent Harris advised that:

***The program continues to move forward.**

***The School Board/School Administration has attempted to ensure that Blue Ridge Technical Academy (Blue Ridge) is not seen as a curriculum separate from other career and technical education programs.**

***There will be a change in leadership due to a resignation, but the resignation will not in any way negatively impact the progress of Blue Ridge.**

***The goal is to increase the number of students because low enrollment has been a concern in that Blue Ridge has not attracted the number of students from the region that were initially projected.**

***If enrollment numbers do not increase, it may be necessary to move the program back to the high schools.**

Discussion Regarding Middle School and High School Sports Programs:

Superintendent Harris advised that:

***During the last school year, the following middle school sports were offered: softball, co-ed soccer, intramural co-ed tennis, basketball, boys and girls wrestling, volleyball, coed tennis, boys track, boys basketball, and middle school football which follows the high school schedule.**

***A fair number of students participate in after school sports, but there are other after school activities that draw students away.**

***There are challenges in attracting participation in soccer and wrestling.**

***Coaching is an issue, given the number of coaches that are needed, which means that a coach who also teaches and coaches after school hours could work as many as 12 hours a day.**

***At the time of day that middle school sports occur, it is difficult to find officials who are willing to participate because they are either on the job, or must officiate after their normal work hours.**

***Funding is an issue since there is no paid admission to games and the School budget funds total costs.**

***The following sports are offered at the high school level: Patrick Henry High School: football (four teams), boys and girls cross country, volleyball, golf, cheerleading, girls tennis, basketball, wrestling, indoor track, swimming, baseball, softball, soccer, tennis, outdoor track and lacrosse. At William Fleming High School: baseball, basketball, boys and girls cheerleading, cross country, football, golf, soccer, softball, swimming, diving, tennis, indoor and outdoor track, volleyball and wrestling.**

***There is also a challenge in regard to the coaching staff as above described.**

Review of Plans For Athletic Tracks and How External Grounds Will Be Landscaped and Committed to Greenways At the Two New High Schools:

Council Member Cutler advised that one of the variables in the stadium discussion was the issue of athletic tracks, and inquired if the School Board plans to install track and field facilities that are of a quality sufficient to host State-wide track meets. He also inquired about landscaping/greenway access for the two new high schools.

Superintendent Harris advised that:

***The City Manager was requested to defer any decision regarding the location of athletic tracks until the upgrade for the two high schools is completed.**

***Athletic tracks will be located at each of the high schools, but they will be of different sizes.**

***Athletic tracks will not be constructed to seat a large number of persons.**

The City Manager advised that it was her understanding that the two high schools are in favor of track facilities on site, as opposed to a separate larger facility in a distant location.

Relative to greenways and landscaping, Dr. Cutler advised that William Fleming High School is closer to the Lick Run Greenway and Patrick Henry High School is closer to the Murray Run Greenway and cross country teams and science classes could use both greenways, therefore, it appears that greenways are a part of School opportunities. Superintendent Harris concurred in the remarks of Mr. Cutler.

Mr. Bestpitch addressed drainage problems in connection with construction in the vicinity of the Roanoke Academy for Mathematics and Science building, and asked that the City Manager and the School Board ensure that drainage problems in that area of the City are not exacerbated.

Discussion Regarding Participation in the Council/School Board “Buddy System” and Appropriate Channels of Communication:

Chairperson Manns advised that the “Buddy System” is as follows:

School Trustee Willson - Vice-Mayor Harris

School Trustee Stockburger - Council Member Bestpitch

School Trustee Trinkle - Council Member Fitzpatrick

School Trustee Payne - Council Member Wyatt

School Trustee Sparrow - Council Member Dowe

School Trustee Lindsey - Council Member Cutler

Chairperson Manns - Mayor Smith

Ms. Stockburger advised that there may be value in looking at an institutionalized, yet informal way, of communicating between Council Members and School Trustees on issues that either overlap or dovetail. She stated that some localities use a system referred to as, “Two By Two”; i.e.: two School Board members and two City Council members for the purpose of streamlining communications on issues around which there should be ongoing dialogue between the two bodies, the intent of which is not to bring up new topics or to engage in crisis management, but to expedite communications on issues that generally would be constructive, and would involve issues that have an overlap to the Council and the School Board. She proposed that the concept be explored and that the two bodies decide on its value and whether other meeting time could be decreased as a result of the program. She stated that the program would not be intended to replace the “buddy system”, but would be in addition to; and volunteered to obtain more information on how groups in other localities operate.

There being no further business, at 10:40 a.m., the joint meeting of Council and the School Board was concluded and the Mayor declared the Council work session in recess.

The Council met in Closed Session in the Council’s Conference Room to conduct interviews for a vacancy on the Roanoke Redevelopment and Housing Authority.

The Council meeting reconvened at 12:00 noon for lunch and the annual meeting with Congressman Bob Goodlatte in Room 159, Noel C. Taylor Municipal Building , 215 Church Avenue, S. W., City of Roanoke.

COUNCIL MEMBERS PRESENT: William D. Bestpitch, M. Rupert Cutler, Alfred T. Dowe, Jr., Beverly T. Fitzpatrick, Jr., C. Nelson Harris, Linda F. Wyatt and Mayor Ralph K. Smith-----7.

ABSENT: NONE-----0.

OFFICERS PRESENT: Darlene L. Burcham, City Manager; William M. Hackworth; City Attorney; Jesse A. Hall, Director of Finance; and Mary F. Parker, City Clerk.

OTHERS PRESENT: Congressman Bob Goodlatte, and Peter Larkin, District Director for Congressman Goodlatte.

COUNCIL-LEGISLATION:

On behalf of the Members of Council, the Mayor welcomed Congressman Goodlatte and Mr. Larkin to the meeting.

Congressman Goodlatte advised that:

*Interstate-81 is on the front burner of the State and the State will have to make a major decision regarding future plans for the highway.

*I-81 needs attention and alternatives include: (1) a simple widening, (2) a widening that includes separating trucks from cars that may include tolls, and (3) a method involving a rail component. The rail component would provide for double tracking the railroad line that runs through the Shenandoah Valley; however, Norfolk Southern is not interested in that alternative, but has expressed an interest in identifying and obtaining Federal aid, since the Federal Government assists with every other form of transportation.

*Norfolk Southern has presented an alternative to upgrade the old main southern line that runs up the east side of the Blue Ridge Parkway and assistance will be needed to connect the line between Manassas and Front Royal.

***There is a continuing interest on the part of the State to see that rail alternatives work; whereupon, he suggested that there be dialogue with railroad officials, but to date Norfolk Southern has been unwilling to assume the \$2 billion plus that is estimated for the project.**

***Railroads own their own rights-of-way, they are protective of those rights-of-way and do not want to deal with the Federal Government which, in effect, would allow the Federal Government to retain too much control, and has had an impact on passenger rail service inasmuch as the passenger rail line extends from Roanoke to Lynchburg to Richmond to Washington, D. C. and to the Shenandoah Valley.**

***Amtrak has a nation wide right-of-way for passenger rail service on all rail lines in the United States; and when the TransDominion Express became operational he, along with Congressman Rick Boucher, introduced legislation in the Congress, the intent of which is to give the TransDominion Express access to Norfolk Southern and CSX rail lines not only because of the nation wide right-of-way of Amtrak, but also because it is hoped that Amtrak will provide rolling stock.**

***The greatest concern with regard to what is going on with Interstate-81 is that the State has used the public/private partnership as an opportunity to find a way to do what has to be done on I-81 and to shift resources from the western part of the State to other parts of the State, which is wrong. Such action would basically require tolls of such a magnitude so as to make Southwest Virginia unattractive to businesses that may be considering locating or expanding their businesses in or to southwest Virginia.**

***Two basic proposals have been presented regarding I-81; i.e.: one is gold-plated and one is too inexpensive; the STAR Solution separates cars from trucks which would include separate exit ramps, separate interchanges, additional lanes, environmental impacts, all of which could cost up to \$7 - 8 billion, and the Fluor proposal which involves three lanes and prohibits trucks in the third lane could cost \$1.8 billion and is too inexpensive. Neither proposal appears to be workable.**

***The legislature should make a preliminary decision on whether to have separate lanes for trucks and cars in the very near future because when the Highway Bill moves on to Congress sometime next year, if the**

State has not made a decision by that time, Virginia will be left out of a large sum of money that will be sought by other parts of the country. Tolls must be lower because \$65.00 one way throughout 325 miles of Virginia is outrageous, especially if Southwest Virginia is to remain competitive with other localities that would like to be the transportation corridor for all business.

*It is expected that the State will make a preliminary decision on which is the preferred route and allow both STAR Solutions and Fluor to bid on that basis.

*He supports enhancement monies because communities like Roanoke, Lynchburg, Staunton, and Harrisonburg should have more than just highway funds.

*There may be some positive news in the near future with regard to the old First Street Bridge.

*Interstate-73 is of ongoing interest and concern, and a decision as to what will happen in southeast Roanoke City is still unresolved and is obviously a problem.

*Route 220, as it currently exists, could use improvements, but even with improvements, the roadway will never be safe for a school bus picking up and dropping off children at the same time that a tractor trailer is traveling on the highway. He has encouraged the State to make it possible for persons to sell land for the right-of-way, but the historic district issue needs to be resolved. The matter is unresolved at this point, but is expected to be settled in the not too distant future, however, a lack of funds will impact the decision.

*I-81 is a priority that will come ahead of I-73. In the meantime, limited actions can be taken to make Route 220 safer; and he has strongly supported an interstate highway connector to the State of North Carolina.

*An appropriations request for the Roanoke River Flood Control Project has been submitted, the House Bill contains only \$2 million, and the final decision of the House and the Senate is not known at this time.

***The Roanoke River Greenway will take place simultaneously with segments of the Roanoke River Flood Control Project.**

The City Manager advised that the most expensive part of the greenway is included in the second phase of the Flood Control Project and is the most challenging and costly component.

Congressman Goodlatte further advised that:

***In September, leaders in technology from approximately ten different countries will visit the City of Roanoke for a Conference on Technology at The Hotel Roanoke and Conference Center, and \$1 million was appropriated for the Conference which will provide an opportunity to highlight the Roanoke Valley.**

***He was successful in securing \$1,050,000.00 for the Greater Roanoke Transit Company to be used for heavy duty buses and a new RADAR facility.**

***Another request has been submitted for the O. Winston Link Museum, pending the Transportation Bill.**

***A request has been submitted on behalf of the Art Museum of Western Virginia or capital funds for construction of a new building.**

***A request has been submitted for Carilion Health Care to support the new "Smart Operating Room" which will bring the Roanoke Valley to the forefront in medical technology.**

***A request has been submitted for a Southwest Virginia Dental Access Program to provide dental care for low income children.**

***Funds were obtained in order to expand Virginia Western Community College for distance learning.**

The Mayor advised that Council met earlier in the day with the School Board, a discussion took place regarding Federal funding for special education students, and it was reported that mandated regulations require the expenditure of \$13,357,000.00, however, the City of Roanoke is reimbursed only \$2,334,000.00 by the Federal Government, or 17 per cent.

Congressman Goodlatte advised that in the past, Congress committed to a 40 per cent reimbursement, presently the target is for the reimbursement to be in the low 20 per cent in about nine years, and there will be steady, but slow improvement in the reimbursement per centage.

Council Member Fitzpatrick advised that Blue Ridge Public Television recently connected the largest digital server in the United States to Virginia Western Community College for the purpose of distance education in southwest and south side Virginia. He asked that Congressman Goodlatte review the matter to determine if this range of technology will provide an opportunity to do different things in the future. He further advised that it is hoped that the City of Roanoke will submit a proposal in the near future with regard to the trolley/incline for Mill Mountain.

Council Member Cutler inquired if there is a role for the Federal Government to play in the Roanoke Valley's effort to bring better air service to Roanoke.

Congressman Goodlatte responded that beginning September 12, 2001, a pull out of all air service in the Roanoke Valley was experienced, the City of Lynchburg was severely impacted and Wyers Cave was almost wiped out; \$20 million per year was included in a program to provide assistance to certain communities to improve air service; each year hundreds of airports throughout the United States have applied for funds; however, the City of Lynchburg was the only airport in Virginia to receive funding, in the amount of \$500,000.00, which was used to restore air service by Delta Airlines.

The City Manager advised that the Roanoke Regional Airport Commission has submitted an application for \$1 million, with the understanding that the City has a more than adequate match to the \$1 million.

Council Member Bestpitch emphasized education and transportation issues, because funding for special education has many implications for education funding overall. He stated that the average cost of educating a child with special needs is significantly higher than the average cost of educating other children and impacts the school system when requirements are mandated to provide the education, but funds are not forthcoming. He added that much is heard about Federal interest to ensure that schools are accountable for the outcomes of education, but mixing accountability without providing additional resources to get the job done, creates difficulties.

Congressman Goodlatte advised that localities should not be required to fund any program unless government provides the funds; he has sought and continues to seek greater accountability between the Standards of Learning in Virginia and Federal requirements; secondly, cities and school districts around the country should have greater flexibility in allocating their dollars and addressing issues of accountability, rather than the bureaucrats in Washington allocating the funds to those areas where money is not needed, while leaving other important areas in need. He added that there is merit in stating that there will be some flexibility for localities to test which may lead to some schools being closed or started over; and requirements from the Federal Government should only be commensurate with the Federal Government's involvement, which is only eight or nine per cent of the total amount of education, and should not be the driving force, given the struggle with regard to identifying special education dollars. He advised that there will not be a dramatic increase from the Federal Government on public education in general, but the plan is to provide some increase.

The Mayor and Members of Council commended Congressman Goodlatte for his efforts on behalf of the City of Roanoke.

There being no further business, at 1:25 p.m., the Mayor declared the meeting in recess.

The Council's work session reconvened at 1:25 p.m., in Room 159, Noel C. Taylor Municipal Building, City of Roanoke, for one briefing.

CITY EMPLOYEES:

The City Manager advised that in March 2003, the City administration initiated the first comprehensive City employee survey and contracted with The Virginia Tech Center for Survey Research to conduct the survey; whereupon, she introduced a briefing on survey results.

Susan Willis-Walton, representing The Virginia Tech Center for Survey Research, advised that:

***Seven in ten City employees (70.1 per cent) think of their benefits as part of their earnings.**

***In comparing the City of Roanoke with other localities, 13 items were selected from different content areas; City of Roanoke responses were compared to 388 localities with 750 - 1,875 employees; and 60 per cent of comparison localities are located on the East Coast.**

***Outstanding strength (92 per centile) "I feel that the work I do is important."**

***Other strengths (81st - 89th percentile):**

"The work done by City employees makes Roanoke a better place for citizens."

"I have a clear idea of my job responsibilities."

"I have the skills necessary to perform my job well."

"I like the type of work I do."

***Two questions above average (53rd and 62nd percentile):**

"Employees receive communications from the top management of the City of Roanoke often enough."

"If I do a job, I have a better chance of getting ahead."

***Six questions below average (36th and 46th percentile):**

"Job promotions with the City are fair."

"I feel free to express my opinions in my job without worrying about negative results."

"City policies for employees are carried out in a consistent manner."

"The City of Roanoke as a whole is well-managed."

"The City as a workplace is free of harassment, intimidation and discrimination"

"The City of Roanoke treats employees equally regardless of the gender of the employee."

***Next steps:**

Holding departmental and City wide focus groups on key survey issues

Overall survey results and results by group have been released to department heads

Survey response team formed

Results are available to employees via the Intranet

Results will be shared with employees through a series of articles in the City Corner

Survey results have been discussed at Director's Retreat

***Survey instructions were:**

CSR at Virginia Tech as outside contractor

Explained purpose of survey

Employees to receive feedback

Assured of confidentiality

Survey was voluntary, could also decline to answer individual questions

Could write additional comments

Told to write in group number

Fifty-nine seatings were scheduled from March 10 - 14, 2003 (36 throughout the City and 23 in the EOC)

Surveys were sent to Fire/EMS, Water operations, Youth and Water Pollution Control Plant.

***Survey topics included benefits and compensation, communication, diversity, environment, evaluations, job expectations, job satisfaction, job training, leadership, morale, motivation, recognition, service to citizens, values and work life.**

***Goals of the survey:**

To foster communication and employee input

To maintain most effective workforce possible

To identify key strengths and weaknesses as perceived by employees

To create a better working environment for all employees

***Methodology used:**

Invitation process

Survey pre-test process

Survey instrument design

66 survey items

Survey administration procedures

1,328 employees completed surveys

70 per cent response rate, ± 1.48 margin of error

Compilation of data

Tabulation of results

***Respondent demographic characteristics:**

53.5 per cent - 40 years of age or older

73.3 per cent reported race as "White"

69.8 per cent reported annual salary >\$40,000.00
64 per cent male
63 per cent have worked for the City six or more years

***Highlights of levels of employee agreement with selected statements:**
I understand that the Employee Core Values (honesty, respect, responsibility, and teamwork) are an important part of how we provide service - 83 per cent
Protecting the environment is a priority for the City - 78 per cent
Providing high quality service to citizens is a priority with the City of Roanoke - 81 per cent
Overall, my morale at work is good - 73 per cent

***Statements with the highest employee agreement (percentage "strongly and somewhat agree")**
I have the skills to do my job well (96.0)
I feel my work is important (95.9)
I like the work I do (95.3)
I have clear job responsibilities (93.1)
City employee work makes the City a better place (91.5)

***Statements with least employee agreement (percentage "strongly and somewhat agree")**
Job promotions are fair (32.6)
City as a whole is well-managed (39.2)
City welcomes free and open input (43.3)
Policies carried out in a consistent manner (42.2)
Employees treated with respect (46.4)

The City Manager advised that another survey will be conducted in approximately one year and the current survey will be used as a benchmark to identify progress.

At 1:50 p.m., the Mayor declared the meeting in recess until 2:00 p.m., in the City Council Chamber.

At 2:00 p.m., on Tuesday, September 2, 2003, the Council meeting reconvened in the City Council Chamber, fourth floor, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, Virginia, with Mayor Smith presiding.

PRESENT: Council Members William D. Bestpitch, M. Rupert Cutler, Alfred T. Dowe, Jr., Beverly T. Fitzpatrick, Jr., C. Nelson Harris, Linda F. Wyatt and Mayor Ralph K. Smith-----7.

ABSENT: NONE-----0.

OFFICERS PRESENT: Darlene L. Burcham, City Manager; William M. Hackworth, City Attorney; Jesse A. Hall, Director of Finance; and Mary F. Parker, City Clerk.

The meeting was opened with a prayer by The Reverend David A. Fraser, Pastor, Faith Alliance Church.

The Pledge of Allegiance to the Flag of the United States of America was led by Mayor Smith.

PRESENTATIONS AND ACKNOWLEDGMENTS: NONE.

CONSENT AGENDA

The Mayor advised that all matters listed under the Consent Agenda are considered to be routine by the Members of City Council and will be enacted by one motion; there will be no separate discussion of the items; however, if discussion is desired, the item will be removed from the Consent Agenda and considered separately.

CITY COUNCIL-PARKS AND RECREATION-LEASES: A communication from the City Manager requesting Council schedule a public hearing for Monday, September 15, 2003, at 7:00 p.m., or as soon thereafter as the matter may be heard, with regard to a contractual agreement for operation of the Rocwood Indoor Adventure Center, was before the body.

It was explained that the City of Roanoke Department of Parks and Recreation has finalized the "competitive negotiation" process and identified an experienced service provider to operate and maintain the Rocwood Indoor Adventure Center, which is located within the Parks and Recreation Administrative Building, 210 Reserve Avenue, S. W.; and in order to execute a contract between The Climbing Performance Institute, Inc., and the City of Roanoke, a public hearing is required to be held.

Mr. Cutler moved that Council concur in the request of the City Manager. The motion was seconded by Mr. Dowe and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: NONE -----0.

CITY COUNCIL-BUDGET: A communication from the City Manager requesting that Council schedule a public hearing for Monday, September 15, 2003, at 7:00 p.m., or as soon thereafter as the matter may be heard, to consider an adjustment to the City of Roanoke Fiscal Year 2003-04 budget, was before the body.

It was explained that each year the Year-end General Fund Balance and Retained Earnings for Internal Service Fund and Enterprise Funds are appropriated for funding of the Capital Maintenance and Equipment Replacement Program (CMERP) and other necessary items; and pursuant to Section 15.2-2507, Code of Virginia (1950), as amended, a locality may amend its budget to adjust the aggregate amount to be appropriated during the current fiscal year as shown in the current adopted budget, however, any such amendment which exceeds one per cent of total expenditures shown in the adopted budget, or the sum of \$500,000.00, whichever is lesser, must be accomplished by publishing a notice of public hearing.

Mr. Cutler moved that Council concur in the request of the City Manager. The motion was seconded by Mr. Dowe and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: NONE -----0.

CITY COUNCIL-EASEMENTS-SCHOOLS: A communication from the City Manager requesting that Council schedule a public hearing for Monday, September 15, 2003, or as soon thereafter as the matter may be heard, on the conveyance of an easement to Appalachian Power Company at Patrick Henry High School.

Mr. Cutler moved that Council concur in the request of the City Manager. The motion was seconded by Mr. Dowe and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: NONE -----0.

EASEMENTS-CITY COUNCIL-CITY PROPERTY: A communication from the City Manager requesting that Council schedule a public hearing for Monday, September 15, 2003, at 7:00 p.m., or as soon thereafter as the matter may be heard, with regard to conveyance of an easement on City owned property on Barnes Road, N. W., was before the body.

Mr. Cutler moved that Council concur in the request of the City Manager. The motion was seconded by Mr. Dowe and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: NONE -----0.

OATHS AND OFFICE-COMMITTEES-ROANOKE ARTS COMMISSION-FIFTHPLANNING DISTRICT COMMISSION-YOUTH: The following reports of qualification were before Council:

Kathleen W. Lunsford as a member of the Roanoke Arts Commission, for a term ending June 30, 2006;

Jennifer L. Pfister as a member of the Roanoke Valley-Allegheny Regional Commission, for a term ending June 30, 2006, and

Kristina W. Hodges as a member of the Youth Services Citizen Board, for a term ending May 31, 2006.

Mr. Cutler moved that the reports of qualification be received and filed. The motion was seconded by Mr. Dowe and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: NONE -----0.

REGULAR AGENDA

PUBLIC HEARINGS: NONE.

PETITIONS AND COMMUNICATIONS: NONE.

REPORTS OF OFFICERS:

CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

BUDGET-GRANTS-POLICE DEPARTMENT: The City Manager submitted a communication advising that the City of Roanoke's Homeland Defense initiative has been commended for its innovation and training of first responders; since the terrorist threat has increased, focus on the use of Roanoke Police Department Citizen Police Academy graduates serving as volunteers within the Police Department has taken on a new importance; the Police Department has begun to train its Citizen Police Academy graduates to assist in roles that might free sworn police officers to patrol the streets, and prevent and react to criminal activities; and currently, funding of the Citizen Police Academy is provided by citizen and business donations, as well as by special fund raising within the community.

It was further advised that the Virginia Department of Criminal Justice Services has awarded the City of Roanoke a \$4,050.00 One-Time Special Request Fund for Local Law Enforcement Agencies Grant; a local match of \$1,350.00 is required, with funds for the match having been identified; and funds from the grant will support continuation of existing training of the basic and advanced Citizen Police Academy and the recent expansion of the program to encourage graduates to provide volunteer services within the Police Department.

The City Manager recommended that she be authorized to accept the grant, in the amount of \$4,050.00, from the Virginia Department of Criminal Justice One-Time Special Request Fund for Local Law Enforcement Agencies, with the City of Roanoke providing \$1,350.00 as a local cash match from funds budgeted in the Police Training budget, Account No. 001-640-3115-2044; that the City Manager be authorized to execute the grant agreement and any related documents, to be approved as to form by the City Attorney; that Council appropriate of \$5,400.00 and

establish corresponding revenue estimates in accounts to be established by the Director of Finance in the Grant Fund; and transfer \$1,350.00 from Police Training, Account No. 001-640-3115-2044, to Transfer to Grant Fund, Account No. 001-250-9310-9535.

Mr. Dowe offered the following budget ordinance:

(#36466-090203) AN ORDINANCE to amend and reordain certain sections of the 2003-2004 General and Grant Funds Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of Ordinance, see Ordinance Book No. 68.)

Mr. Dowe moved the adoption of Ordinance No. 36466-090203. The motion was seconded by Mr. Harris and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: NONE -----0.

Mr. Fitzpatrick offered the following resolution:

(#36467-090203) A RESOLUTION authorizing the acceptance of the One Time Special Request Fund for Local Law Enforcement Agencies by the Commonwealth of Virginia Department of Criminal Justice Services and authorizing the execution of any required documentation on behalf of the City.

(For full text of Resolution, see Resolution Book No.68.)

Mr. Fitzpatrick moved the adoption of Resolution No. 36467-090203. The motion was seconded by Mr. Dowe and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: NONE -----0.

BUDGET-ROANOKE CIVIC CENTER-COMMONWEALTH OF VIRGINIA BUILDING: The City Manager submitted a communication advising that the United States Bankruptcy Court leases space in the Commonwealth Building; funding is needed for renovation and expansion of office space currently utilized by the U. S. Bankruptcy Court; cost of renovation and expansion will be covered through adjustments to the lease contract over a period not to exceed five years; and additional funding is needed for completion of Phase I of the project.

The City Manager recommended that she be authorized to transfer \$180,000.00 from the following sources to the U. S. Bankruptcy Court: \$133,414.00 from FY03 Unappropriated Capital Maintenance and Equipment Replacement Program Funds, Account No. 0013- 3323, \$29,800.00 from the Residual Equity Transfer Account from the closeout of Management Services and Materials Control Funds, Account No. 001-3337, and \$16,786.00 from the Capital Improvement Reserve Buildings, Account No. 008-052-9575-9173.

For the Civic Center Expansion and Renovation Project, the City Manager recommended transfer of \$260,000.00 from the Capital Improvement Reserve-Buildings Account No. 008-052-9575-9173, to the Transfer to Civic Center Fund, Account No. 008-530-9712-9505; appropriate 260,000.00 in the Civic Center Expansion/Renovation, Phase I, Account No. 005-550-8615-9003, and establish a corresponding revenue account in the Civic Center Fund.

Mr. Dowe offered the following budget ordinance.

(#36468-090203) AN ORDINANCE to amend and reordain certain sections of the 2003-2004 General, Civic Facilities and Capital Projects Funds Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of Ordinance, see Ordinance Book No. 68.)

Mr. Dowe moved the adoption of Ordinance No. 36468-090203. The motion was seconded by Mr. Cutler and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: NONE -----0.

HUMAN RESOURCES-BUDGET-GRANTS-VIRGINIA EMPLOYMENT COMMISSION: The City Manager submitted a communication advising that the City of Roanoke is the grant recipient for Workforce Investment Act (WIA) funding, thus, Council must appropriate funds for all grants and other monies received, in order for the Western Virginia Workforce Development Board to administer WIA programs; the Western Virginia Workforce Development Board administers the Federally funded Workforce Investment Act (WIA) for Area 3, which encompasses the Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke, and the Cities of Covington, Roanoke, and Salem; and WIA funding is intended to be used for the following primary client populations:

1. Dislocated workers who have been laid off from employment through no fault of their own;
2. Economically disadvantaged individuals as determined by household income guidelines defined by the U. S. Department of Labor;
3. Youth who are economically disadvantaged, or have other barriers to becoming successfully employed adults; and
4. Businesses in need of employment and job training services.

It was further advised that the Western Virginia Workforce Development Board has received a Notice of Obligation (NOO) from the Virginia Employment Commission authorizing Workforce Investment Area 3 to spend \$101,565.00 for the Adult Program and \$518,742.00 for the Youth Program, which serve economically disadvantaged persons, and \$128,313.00 for the Dislocated Worker Program, which serves persons laid off from employment through no fault of their own in Program Year 2003 (July 1, 2003 - June 30, 2004).

The City Manager recommended appropriation of Western Virginia Workforce Development Board Workforce Investment Act funding, in the amount of \$748,620.00, and establish corresponding revenue estimates in accounts to be established in the Grant Fund by the Director of Finance.

Mr. Fitzpatrick offered the following budget ordinance.

(#36469-090203) AN ORDINANCE to amend and reordain certain sections of the 2003-2004 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of Ordinance, see Ordinance Book No. 68.)

Mr. Fitzpatrick moved the adoption of Ordinance No. 36469-090203. The motion was seconded by Mr. Dowe and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: NONE -----0.

CITY MARKET-FEE COMPENDIUM: The City Manager submitted a communication advising that Downtown Roanoke, Inc., (DRI) administers the day to day operations for the Historic Roanoke City Market, vendors selling goods on the City Market currently pay DRI a monthly market space fee (formerly a curbage fee) ranging from \$20.00 to \$30.00, or a daily rate of \$5.00 per space; DRI uses fee revenues for DRI management fees and to fund operational and marketing expenses for the City Market; and fees were last revised in 1991.

It was further advised that a DRI City Market Fees Subcommittee consisting of several vendors was formed to evaluate the fee schedule and to submit a proposal to the Market Rules Committee; on August 4, 2003, the fee proposal was approved by the Market Rules Committee (which included vendor representatives) and a quarterly meeting was held with market vendors; those vendors in attendance unanimously approved the fee proposal; and on August 12, 2003, the DRI Board of Directors voted in favor of the new market space fees, effective January 1, 2004.

It was noted that the current market space fee schedule was approved pursuant to Resolution No. 35494-080601 on August 6, 2001, but no fee increases were made at that time; in light of the need to update the market fee schedule and to enhance promotional efforts, which was expressed by vendors participating in the process, the following are recommended:

- The Monthly Primary/Shared permit or license will be \$35.00 per space.
- The Monthly Saturday Only permit or license will be \$40.00 per space.
- The Daily permit or license will be \$10.00 per space.

The City Manager recommended that Council approve market space fees as above described and amend the City's Fee Compendium accordingly, effective January 1, 2004.

Mr. Dowe offered the following resolution:

(#36470-090203) A RESOLUTION providing for an amendment to the fees charged for the use of market spaces at the Roanoke City Market, with such changes to be effective January 1, 2004; and directing amendment of the Fee Compendium.

(For full text of Resolution, see Resolution Book No.68.)

Mr. Dowe moved the adoption of Resolution No. 36471-090203. The motion was seconded by Mr. Fitzpatrick.

Messrs. Mark Woods and Tony Thomas, market vendors, spoke in support of the proposed rental fees.

David Diaz, President, Downtown Roanoke, Inc., spoke in support of the proposed curbage rental fees.

Resolution No. 36470-090203 was adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt and Mayor Smith-----7.

NAYES: NONE-----0.

REPORTS OF COMMITTEES: NONE.

UNFINISHED BUSINESS: NONE.

INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS:

CITY COUNCIL-VIRGINIA MUNICIPAL LEAGUE: Mr. Dowe offered the following resolution designating Mayor Ralph K. Smith as Voting Delegate and Vice-Mayor C. Nelson Harris as Alternate Voting Delegate for the Annual Business Session and meetings of the Urban Section of the Virginia Municipal League and designating the City Manager as the Staff Assistant for any meetings of the Urban Section on Tuesday, October 21, 2003, said meeting to be held in the City of Roanoke:

(#36471-090203) A RESOLUTION designating a Voting Delegate and Alternate Voting Delegate for the Annual Business Session and meetings of the Urban Section of the Virginia Municipal League and designating a Staff Assistant for any meetings of the Urban Section.

(For full text of Resolution, see Resolution Book No. 68.)

Mr. Dowe moved the adoption of Resolution No. 36471-090203. The motion was seconded by Mr. Fitzpatrick and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: NONE -----0.

CITY COUNCIL-NATIONAL LEAGUE OF CITIES: Mr. Harris offered the following resolution designating Council Member M. Rupert Cutler as Voting Delegate and Council Member William D. Bestpitch as Alternate Voting Delegate for the Annual Business Meeting of the National League of Cities to be held on Saturday, December 13, 2003, in Nashville, Tennessee.

(#36472-090203) A RESOLUTION designating a Voting Delegate and Alternate Voting Delegate for the Annual Business Meeting of the National League of Cities.

(For full text of Resolution, see Resolution Book No. 68.)

Mr. Harris moved the adoption of Resolution No. 36471-090203. The motion was seconded by Mr. Fitzpatrick and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: NONE -----0.

MOTIONS AND MISCELLANEOUS BUSINESS:

INQUIRIES AND/OR COMMENTS BY THE MAYOR, VICE-MAYOR AND MEMBERS OF CITY COUNCIL:

ARCHITECTURAL REVIEW BOARD: Council Member Bestpitch requested that a July 21, 2003, entry on the Council's Pending Items List with regard to a review of the Architectural Review Board appeals process, be removed from the Pending Items List.

CITY COUNCIL-GREENWAYS: Council Member Bestpitch referred to correspondence from a citizen in regard to non-paved running paths that were constructed and maintained in the Denver, Colorado, area by volunteers. He advised that most of the City's greenways and paved surfaces do not provide the best conditions for those persons who run on a regular basis, and asked that the matter be referred to the City Manager to determine if there are projects in the City of Roanoke where volunteers could be used in the development of non-paved running spaces.

CITY COUNCIL-FIRE DEPARTMENT: Council Member Cutler read a communication from Forest Jones, City Manager, City of Salem, expressing appreciation to the City of Roanoke for assistance in extinguishing a fire on August 20, 2003, at the Northwest True Value Hardware store located on West Main Street in the City of Salem.

CITY COUNCIL-DECEASED PERSONS: Council Member Wyatt requested that the City Attorney prepare a measure memorializing Mrs. John H. Parrot (Brooke), wife of former Council Member John H. Parrot, who served on the Roanoke Public Library Board.

HEARING OF CITIZENS UPON PUBLIC MATTERS: The Mayor advised that Council sets this time as a priority for citizens to be heard, and matters requiring referral to the City Manager will be referred immediately for response, recommendation or report to Council.

COMPLAINTS: Mr. Chris Craft, 1501 East Gate Avenue, N. E., presented photographs depicting the deterioration of Mason Mill, and asked that the City Manager address the situation as soon as possible. He referred to unsightly conditions in the vicinity of 13th Street where junk vehicles are parked along the curb.

ARMORY/STADIUM-COMPLAINTS: Mr. John Kepley, 2909 Morrison Avenue, S. E., addressed Council with regard to the decision to construct a new stadium/amphitheater at Orange Avenue and Williamson Road. He called attention to the financial irresponsibility of the decision and advised that when the City Manager took office in January 2000, the debt load per citizen was approximately \$600.00 versus approximately \$2,000.00 currently and climbing; and numerous new taxes have been imposed during the current City Manager's administration which have been approved by Council.

He further advised that:

*The proposed deficit for the 2007 budget will be approximately \$15 million and inquired as to how the deficit will be met the answer is a major increase in real estate taxes for Roanoke's citizens.

*From 1988 to 1992, the debt increased \$36 million over a five year period; from 1993 to 1998 another \$30 million; and from 1999 to 2003 - \$119 million.

*The City Manager has stated that the new stadium complex will cost no more than \$18 million, but if the real truth is known, another \$10 to \$12 million could be added, bringing the total cost to approximately \$30 million.

*He referred to the \$38 million that will be spent next year to build a new Patrick Henry High School, or the \$40 million that will be spent for a new William Fleming High School in 2007; and the lease agreement with a local business man for \$110,000.00 per month for 240 months, or 20 years, which equals \$26 million, with only rent receipts to show for the expenditure, which represents fiscal irresponsibility.

*A task force should be appointed and charged with the responsibility of curbing the reckless spending of taxpayers' money.

ARMORY/STADIUM: Ms. Helen E. Davis, 35 Patton Avenue, N. E., advised that she is concerned about the future direction of the City of Roanoke, and disrespect for honest and open debate. She also expressed concern about the route that four elected officials and one Council Appointed officer took with regard to the proposed stadium/amphitheater project at Williamson Road and Orange Avenue, and inquired as to why certain City officials are throwing logic and caution to the wind in order to present a contested project in contested territory. She advised that barrels have been uncovered at the proposed site without extensive study as to their contents; and inquired if this shows concern for close by neighborhoods such as Lincoln Terrace, Gainsboro and other surrounding neighborhoods, yet construction plans for the new facility continue. She stated that false information was provided to the City's consultants and false impressions were given about the true cost of the stadium/amphitheater project; and a common thread throughout the entire process has been a lack of dissemination of the true facts.

PAY PLAN-PERSONNEL DEPARTMENT-ARMORY/STADIUM: Mr. Robert Gravely, 3360 Hershberger Road, N. W., expressed concern with regard to the leadership of the City of Roanoke. He called attention to the need for an improved pay scale for City employees and a more educated work force. He spoke against construction of a new stadium/amphitheater on Orange Avenue and Williamson Road, and encouraged the City to renovate and aggressively market Victory Stadium.

CITY MANAGER COMMENTS:

FIRE DEPARTMENT-WATER RESOURCES: The City Manager advised that during and immediately following the fire at Northwest True Value Hardware, the City of Roanoke provided water to the City of Salem for several days, in order to ensure an adequate and clean water supply.

COMPLAINTS: In regard to the previous remarks of Mr. Craft concerning the Mason Mill project, the City Manager advised that a mechanical problem was experienced some time ago and City staff is currently assessing costs in order to repair the damage which will be extensive due to the age of the Mill.

POLICE DEPARTMENT: The City Manager presented an update on the Street Crimes Unit which became operational on August 1, 2003, and advised that as a part of the program, police officers have focused their attention on known high crime areas which have been the location of frequent citizen complaints.

HOUSING/AUTHORITY: The City Manager advised that recently a citizen appeared before Council questioning whether there is a conflict of interest relative to Council Member Dowe's purchase of property in the City of Roanoke, and his subsequent construction of a house through Blue Ridge Housing Development Corporation. She explained that several months ago, the City responded to the Regional Office of the U. S. Department of Housing and Urban Development in regard to a question regarding a potential conflict of interest; whereupon, she reported that on August 22, 2003, a communication was received from the Director of the Richmond Office, U. S. Department of Housing and Urban Development, advising that the department found that documentation provided by the City is sufficient to close the matter, with a determination that no conflict of interest violating public trust, as codified in HUD's Community Development Block Grant regulations, has occurred.

CITY CODE-MOPEDS: The City Manager advised that effective September 30, 2003, the City of Roanoke will begin enforcement enforce of the moped ordinance and the community will be advised of the various locations where mopeds may be registered.

At 2:45 p.m., the meeting was declared in recess for one briefing and two closed sessions.

At 2:55 p.m., the Council meeting reconvened in Room 159, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, for a briefing on management of the City's parking garages and surface lot parking.

PARKING GARAGES:

Representatives of Lancor Parking, LLC, presented the following:

***A history of Lancor's corporate profiles include:**

Established in 1989

World headquarters in Midtown, Atlanta

Fastest growing parking company worldwide

Manages a multitude of facilities in 17 cities

315+ locations

1,000+ employees

Annual gross revenue in excess of \$52 million

Believes that their customers are best served by associates with local ownership

***Corporate profile with regard to parking operations/consulting includes:**

Office Class "A"

Municipal

Special Events

Residential

Mixed-use

Hospitals

***Experience includes:**

2000 Democratic National Convention

2001 Sugar Bowl

2002 Winter Olympic Games

***Some of Lancor's contracts/acquisitions include:**

City of Roanoke - 4,000 spaces

Forsyth Medical Center

High Point Regional Medical Center

Bank of America - Charleston, South Carolina

Dominion Tower - Norfolk, Virginia

Atlantic Station

One Atlantic Center

Buckhead Plaza

Underground Atlanta

Atlanta Exchange (Macy's)

Capital City Plaza

BellSouth Metro Plan

Resurgence Plaza

Centennial Tower

Renaissance Center

South Trust Centergy & Metropolis

***First year accomplishments, Customer Service Improvements - City of Roanoke:**

Friendly and responsive staff

Presentable Booths

Windshield wash

City map program

Superior customer service

"I Wish" program

Mystery Parker Program

Message in a Bottle

***First year accomplishments, Maintenance and Cleanliness - Facility**

Cleaning Procedures

Daily cleaning

Equipment maintenance

Scheduled monthly painting

Landscaping services

Bulbs and lamps

***First year accomplishments, Equipment Replacement/Enhancements**

On line system

Complete access control

Occupancy tracking

True parking scenario

Enhanced Revenue

Enforcement:

Parking enforcement ambassadors

Ticketing technologies

Ticket track system

***Maintenance and Cleanliness:**

Daily cleaning

Equipment maintenance

Scheduled monthly painting

Landscaping services

Bulbs and lamps

***First year accomplishments/recommendations implemented:**

Problems found and fixed:

Maintenance and equipment at Gainsboro

Fire systems at Williamson Road Garage

Plumbing at Century Station Garage

Wiring at Market Square Garage

Conduit issues at all garages

Waiting list reduction:

New equipment enhancement

Card audit

Transit revenue:

Cashier audits

Validation Programs:
City guest validation tracking
Paid validation program

***Future Coals and Projects in Progress**
Alternative Revenue Solutions
Billboard advertising opportunities
Ticket Advertising
Garage Security Plan
Create Way Finding Signage
Direct area visitors to parking
Variable parking special signs
Marketing campaign
Parking is available in the Market
Objective parking consulting
Validation programs
Discounted validation plan

At 3:20 p.m., the Mayor declared the City Council meeting in recess for two Closed Sessions, which were conducted in the Council's Conference Room, fourth floor, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke.

At 3:55 p.m., the meeting reconvened in the Council Chamber, with Mayor Smith presiding, and all Members of the Council in attendance.

COUNCIL: With respect to the Closed Meeting just concluded, Mr. Cutler moved that each Member of City Council certify to the best of his or her knowledge that: (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act; and (2) only such public business matters as were identified in any motion by which any Closed Meeting was convened were heard, discussed or considered by City Council. The motion was seconded by Mr. Bestpitch and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS:-----0.

OATHS OF OFFICE-PERSONNEL DEPARTMENT-CITY EMPLOYEES: The Mayor advised that there is a vacancy on the Personnel and Employment Practices Commission created by the resignation of Carol W. Tuning, and called nominations to fill the vacancy.

Mr. Bestpitch placed in nomination the name of Edward C. Bradley.

There being no further nominations, Mr. Bradley was appointed as a member of the Personnel and Employment Practices Commission, for a term ending June 30, 2006, by the following vote:

FOR MR. BRADLEY: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith -----7.

NAYS: -----0.

OATHS OF OFFICE-HOUSING/AUTHORITY: The Mayor advised that the four year term of office of Joseph F. Lynn as a Commissioner of the Roanoke Redevelopment and Housing Authority expired on August 31, 2003, and called for nominations to fill the vacancy.

Mr. Fitzpatrick placed in nomination the name of Joseph F. Lynn.

There being no further nominations, Mr. Lynn was reappointed as a Commissioner of the Roanoke Redevelopment and Housing Authority, for a term ending August 31, 2007, by the following vote:

FOR MR. LYNN: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith -----7.

OATHS OF OFFICE-SCHOOLS: The Mayor advised that there is a vacancy on the Virginia Western Community College, Board of Directors, created by the ineligibility of Audrey Wheaton to serve another term, and called for nominations to fill the vacancy.

Mr. Fitzpatrick placed in nomination the name of Joseph B. Wright.

There being no further nominations, Mr. Wright was appointed as a member of the Virginia Western Community College, Board of Directors, for a term ending June 30, 2007, by the following vote:

FOR MR. WRIGHT: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith -----7.

NAYS: -----0.

OATHS OF OFFICE-HUMAN SERVICES COMMITTEE: The Mayor advised that the one year term of office of Vickie L. Price as a member of the Human Services Committee expired on June 30, 2003, and called for nominations to fill the vacancy.

Mr. Fitzpatrick placed in nomination the name of Vickie L. Price.

There being no further nominations, Ms. Price was reappointed as a member of the Human Services Committee for a term ending June 30, 2004, by the following vote:

FOR MS. PRICE: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith -----7.

There being no further business, at 4:00 p.m., the Mayor declared the meeting in recess until Friday, September 5, 2003, at 8:30 a.m., for the City Council's Planning Retreat, to be held at the Donaldson Brown Hotel and Conference Center, on the campus of Virginia Tech, Blacksburg, Virginia.

The September 2, 2003 City Council meeting reconvened on Friday, September 5, 2003, at 8:30 a.m., in the Executive Board Room, Donaldson Brown Conference Center, on the campus of Virginia Tech, Blacksburg, Virginia, with Mayor Ralph K. Smith presiding.

COUNCIL MEMBERS PRESENT: William D. Bestpitch, M. Rupert Cutler, Beverly T. Fitzpatrick Jr. (arrived late), C. Nelson Harris, Linda F. Wyatt and Mayor Ralph K. Smith-----6.

ABSENT: Council Member Alfred T. Dowe, Jr.-----1.

OFFICERS PRESENT: Darlene L. Burcham, City Manager; William M. Hackworth, City Attorney; Jesse A. Hall, Director of Finance; and Mary F. Parker, City Clerk.

OTHERS PRESENT: Rolanda B. Russell, Assistant City Manager for Community Development; George C. Snead, Jr., Assistant City Manager for Operations; and Dr. Bruce Blaylock, Facilitator.

The meeting was opened with a welcome by Dr. Mark McNamee, Provost and Vice-President of Academic Affairs, Virginia Tech.

Dr. Bruce Blaylock, a professor at Radford University, served as Facilitator.

COUNCIL: Dr. Blaylock commended the Council on establishing a tremendous amount of ground in its previous Council Retreats, and advised that the agenda for the day would include strategic planning which can be broken down into a triangle, including Action, Results, Goals, Strategies, Mission and Vision; with the Vision serving as the planning piece – What does Council want to see for the City of Roanoke? He stated that the Council would engage in an exercise to reaffirm its mission and to establish goals for the coming year, with a focus on results to accomplish goals and an exercise enumerating those things that have been accomplished that the Council is most proud of; to affirm or to revisit the Vision for 2012; to review the four established strategic goals to ensure that they continue to represent the Council's direction; to identify the most pressing issues for attention by Council in the coming year; and to establish a timetable for addressing specific issues.

Members of Council and the City Manager participated in an exercise listing accomplishments of the City of Roanoke during the past year:

***The water situation has improved and the City is on a path to a long term solution.**

***Adopted the Comprehensive Plan/Neighborhood Plans.**

***Resignation of a Member of City Council – the unexpired term was filled and the process ran smoothly.**

***The Victory Stadium issue was addressed while maintaining professional and personal respect/lines of communication were kept open.**

***Progress on housing issues: Southeast by Design which is the revitalization of a low to moderate income neighborhood; and (2) encouraging more market rate development on available City property.**

***Initiated steps to improve air service by working with other governments in the area and the Roanoke Regional Chamber of Commerce/improved working relationships with other governments.**

***Established a good working relationship with the School Board.**

***Improved the quality of appointments to a number of Council Appointed boards and commissions.**

***Adopted an improved process for appointment of persons to boards and commissions.**

***Upon the retirement of the Director of Real Estate Valuation; a Council Appointed Officer, the position was merged with the responsibilities of the Director of Finance. A smooth transition occurred while streamlining operations and increasing efficiency.**

***Developed better working relationships with elected entities in surrounding jurisdictions through more interaction and thinking of the area as a region/the City of Roanoke reached out to other localities.**

***First employee survey has established a good baseline for future surveys/a plan is in place for responding to the survey/and a plan of action will be developed.**

***Saved taxpayers' money by taking advantage of low interest rates and refinancing the City's long term debt.**

***Reduced the number of City owned vehicles which has lowered emissions and reduced air pollution.**

***Strengthened greenway trail system management of Carvins Cove Watershed for recreation.**

(At this point, Council Member Fitzpatrick entered the meeting.)

***Actions taken by the City Manager have led to an improved environment.**

***The City was impacted by State budget cuts/lack of revenue growth. The decrease was absorbed without a negative impact on service to Roanoke's citizens.**

***Much progress has been made on revising the Zoning Ordinance a group of approximately 20 citizens have volunteered a tremendous amount of time reviewing the ordinance line by line and point by point.**

***The Council and the City Manager have taken on a major role in the Virginia First Cities Coalition to address State budget cuts.**

***Council is more decisive in making leadership decisions.**

***Protection of Roanoke's neighborhoods through architectural standards.**

***Successfully addressed the naming of something in memory of Dr. Martin Luther King, Jr.**

***Addressed the need for improvements on the first floor (Planning, Building and Code Enforcement are more responsive to the community).**

***Working effectively to address deer management in the City.**

***A newly formed committee, the Roanoke Neighborhood Advocates, have taken neighborhood organizations to a higher level of advocacy.**

***The City organization and the Roanoke community have engaged in a higher use of technology.**

***Establishment of Event Zone.**

***Downtown housing has been increased through endorsement by Council of the housing policy.**

***Adoption of the 2003 Legislative Program/five bills were introduced and approved by the Virginia General Assembly.**

***Adoption of a new procurement ordinance that brings structure to the City's procurement system.**

***Improved coordination of planning and coordination with market area vendors/outdoor dining.**

***Greater follow through and accountability on the Comprehensive Plan.**

***Council and the City Manager are more comfortable with change and dealing with conflict when there is not a perfect resolution, which has made the City organization stronger.**

***A good working relationship between Members of Council, the City Manager, and Members of the City staff.**

***Improved Council communication.**

There was discussion with regard to ways to improve communication with citizens; whereupon, the following comments were offered:

***Televising on RVT Channel 3 informal Council briefings and joint sessions of the Council and other Council Appointed committees, such as the Roanoke City School Board, Roanoke Redevelopment and Housing Authority, Architectural Review Board, City Planning Commission, etc.**

***Summary by the City Manager of each agenda item listed under the City Manager's section of the agenda prior to introduction of the item.**

***Posting of announcements routinely read by the Mayor prior to each Council meeting on a screen in the Council Chamber.**

***Summarization of actions taken at each Council meeting immediately following the Council meeting on RVT-Channel 3.**

***Summarization of the contents in the title paragraph of each budget ordinance.**

***Electronic voting by the Council as a time saving measure.**

The facilitator reviewed the 2012 Vision - Principals to Guide Our Future:

***Recognized as the Capital of Western Virginia: Economic, Government, Service, Culture**

***Strong Neighborhoods: Quality City Infrastructure, Livable Homes**

***Recognized for Educational Excellence: 1st Rate Schools, Preschools to Universities**

***City Connectivity with Universities and Colleges**

***Riverfront Developed as an Exciting, Mixed Use Focal Point: To Live, To Work, To Play**

***Protection of Our Natural Beauty and Resources**

***Reuse and Redevelopment of Land for Better Uses**

- *Businesses and Individuals Investing in Roanoke, in Downtown**
- *Entertainment Destination Point: Major Events, Sports and Festivals**
- *Young Adults Choose to Live Here: Reputation as an Exciting Place to Live**
- *Ease in Travel To and From Roanoke: Air, Rail, Highway**
- *Quality Water Supply: Adequate, Affordable Costs Meeting Community Needs**
- *Strong Community Pride in Roanoke**
- *Financially Sustainable City Government with Cost-Effective Service Delivery**

Dr. Blaylock inquired as to changes, if any, that the Council would like to make in the 2012 Vision; whereupon, the following were reported:

CHANGE: Ease in Travel To and From Roanoke: Air, Rail, Highway

TO: Ease in Travel To, From and Within Roanoke: Air, Rail, Highway

CHANGE: Strong Neighborhoods: Quality City Infrastructure, Livable Homes

TO: Strong Neighborhoods: Quality City Infrastructure, Market Rate Or Mixed Use Homes

ADD: Develop River Front As An Exciting Focal Point

ADD: Roanoke Should Have Jobs That Lead to the Area Being the Economic Engine for the Region.

Dr. Blaylock led the Council in a review of the following goals/objectives:

GOAL NO. 1 - HEALTHY LOCAL ECONOMY

Objectives:

- *Promote development of upper end housing opportunities.**
- *Partner with other localities to attract businesses to Roanoke Valley.**
- *Actively promote and market “Roanoke”- our brand.**
- *Support the retention and expansion of local businesses and increase participation by all businesses.**
- *Strengthen the Roanoke Valley link to other metropolitan areas via air service, rail service and interstate highways.**
- *Diverse local economy: medical, government, tourism, small businesses.**
- *Place for businesses to start and grow.**
- *Development of a quality workforce linked to job opportunities.**
- *Raise per capita income at level to support families.**
- *Wastewater, water capacity to support businesses, including water reuse.**
- *Expanded outdoor activities in the natural area.**
- *Highest retail sales tax per capita – more unique, distinctive shopping opportunities attracting shoppers.**

(No changes were suggested by Council to Goal No. 1.)

GOAL NO. 2 - STRONG NEIGHBORHOODS

Objectives:

- *Improving property maintenance through prevention and enforcement-including removal of blighted/worn-out structures.**
- *Involving citizens as responsible partners in enhancing quality of neighborhoods and addressing neighborhood problems.**

***Supporting home ownership and well-maintained, safe homes - range of homes available at affordable prices.**

***Developing and using realistic, usable neighborhood plans that link to Comprehensive Plan and guides the future of the neighborhood.**

***Protecting the integrity of the neighborhood through design/development standards, standards for infill.**

***Preserving our community heritage – our architecture, our neighborhoods, our housing options.**

***Significant improvement in specific targeted neighborhoods.**

***Linking neighborhoods to amenities.**

***Pedestrian-friendly street designs and neighborhoods.**

***Diverse incomes living in neighborhoods.**

***Maintaining/improving City infrastructure: streets, streetscapes.**

(No changes were suggested by Council to Goal No. 2.)

GOAL NO. 3 - VIBRANT GREATER DOWNTOWN

Objectives:

***Increasing residential opportunities in downtown area, including attracting support businesses - supermarket, drugstore, other retail.**

***Expanding downtown revitalization into areas surrounding neighborhoods.**

***Supporting major projects: education center, Riverside Center, - job opportunities, building/infrastructure development.**

***Enhancing downtown aesthetics and cleanliness - greenspaces, trees, streets and streetscapes.**

***Protecting quality of downtown development through zoning, development standards, quality infrastructure.**

***More adequate, accessible parking to support downtown revitalization.**

***Developing reputation as center for culture and arts, entertainment.**

***Expanding entertainment opportunities.**

***Developing connecting districts – market, financial rail.**

***Alive 24/7.**

***Maintaining integrity for downtown.**

***Determining best land use in downtown.**

***Becoming destination point - people coming to and attracted to downtown.**

Council suggested one revision to Goal No. 3:

CHANGE: Developing reputation as center for culture and arts, entertainment.

TO: Developing reputation as center for culture and arts, entertainment-support office and institutional uses.

GOAL NO. 4 - QUALITY SERVICES: RESPONSIVE, COST EFFECTIVE

Objectives:

***Investing and using technology in service delivery and management.**

***Evaluating City performance through City surveys and benchmarks.**

***Developing and retaining productive, motivated workforce with well-trained, competent and diverse employees.**

***Process of continuous improvement empowering employees to offer ideas and to try a new approach.**

***Quality City facilities and buildings.**

***Streamlining service delivery.**

***Focusing on core competency of City.**

***City providing valued services, responsive delivery.**

***Use of green technology and resources by City government.**

***Customer service valued and demonstrated by our City employees.**

Greater accountability for services, results.

No changes were suggested by Council to Goal No. 4.

The Facilitator requested that Council and the City Manager break out into three teams to review each of the objectives listed under the four goals, and respond to the following questions: "I know this objective will be completed when?" "What will it look like when we get to the point that we are satisfied?"

Dr. Blaylock requested that each team take a specific goal and draft actions that they believe are appropriate for the Council and the City Manager during the coming year, in order to reach a vision on what the goal should look like at the end of one year. Secondly, each team was requested to place a check mark indicating whether the action is to be initiated by the City Manager or the City Council; if an individual Member of Council wishes to take responsibility, they were requested to place their initials beside the item; and the two Assistant City Managers were instructed to engage in an activity identifying obstacles that could prevent successful completion of an action.

Following the exercise, Council and the City Manager were instructed to identify top and high priority items.

Dr. Blaylock advised that a compilation of responses would be prepared following the meeting and forwarded to the City Manager.

(See compilation on file in the City Clerk's Office.)

The City Manager advised that the responses by Council Members in the priority ranking of certain items reinforced some of the attention that has been given by Council to those items. She called attention to budget challenges, and input by Council will provide good direction to City staff; and all items will be reviewed following receipt of the summary by Dr. Blaylock.

There being no further business, the Mayor declared the September 2, 2003 meeting of City Council, which was recessed until Friday, September 5, 2003, at 8:30 a.m., adjourned.

APPROVED

ATTEST:

Mary F. Parker
City Clerk

Ralph K. Smith
Mayor
